Annual Review Process for Approved Technical Policies, Standards and Procedures

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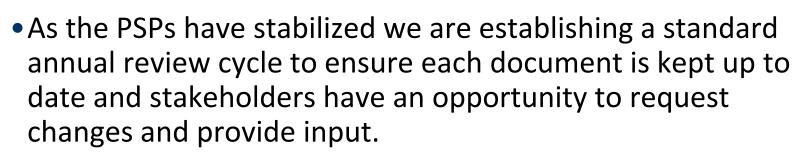PSIC Project Manager

October 15, 2013

Public Safety Interoperable Communications Office

Annual Review Process

- As the PSPs have stabilized we are establishing a standard annual review cycle to ensure each document is kept up to date and stakeholders have an opportunity to request changes and provide input.

- Each quarter, a set of PSPs will be presented for internal review, workgroup review and public comment.

- The results of the review will be presented to the PSCC or SIEC, as appropriate, to determine if revisions are needed.

  - If no revisions are needed then the last reviewed date will be updated and the document posted to the website. The original effective date will remain the same.

  - If revisions are needed, appropriate drafts will be reviewed & presented for approval. The last reviewed date and effective date will be updated.

Technical PSPs

- July – Sep: Technical
  - Arizona Interagency Radio System (AIRS) State Plan - Standard Operating Procedures
  - Arizona Interagency Radio System (AIRS) Improvement and Sustainability Plan
  - Land Mobile Radio Minimum Equipment Standards
  - Arizona Interoperable Channels Plan
    » Priority Programming Guide
  - *AIRS Memorandum of Understanding (MOU)* *[DPS Document]*
    » *During this time the AIRS MOU will also be looked at for possible recommendations to DPS.*

2013 Technical Review Cycle

- August 7, 2013: Email sent to all stakeholders requesting Feedback on 2013 Annual Review of Technical PSPs

- August 21, 2013: Comments on Technical PSPs due to PSIC Office – No comments received

- August 21 – 30, 2013: Internal review of PSPs:

  - No changes initially identified for the core content.

  - All Technical PSPs require some conversion to the new format and require minor additional content:
    - » Introduction
    - » Background
    - » Purpose
    - » Scope
    - » Definitions
    - » References
    - » Administration
    - » Document Terminology

2013 Technical Review Cycle (cont.)

- September 4, 2013: Presentation and request for feedback from SIEC

- September 17, 2013: Presentation and request for feedback from PSCC

- September 27, 2013: Draft revisions of all Technical PSPs sent to interested parties email list and posted on the website

- Late September: Workgroup review of PSPs

- October 8, 2013: Approval Draft of revised PSPs released

- October 15, 2013: SIEC presentation and possible approval of all revised Technical PSPs

- November 19, 2013: PSCC presentation and possible approval of Land Mobile Radio Minimum Equipment Standards and AZ Interoperable Channels Plan

TECHNICAL PSP REVIEW

Land Mobile Radio Minimum Equipment Standards

- The Land Mobile Radio Minimum Equipment Standard was established to implement certain radio features, nationally recognized to promote and maintain a higher level of interoperable communications among and between public safety jurisdictions and disciplines. It is recommended that all mobile and portable radio equipment purchased for the purposes of public safety emergency response communications meet or exceed these minimum standards.

  - Link: Land Mobile Radio Minimum Equipment Standards

  - Last Approved: September 18 , 2012

Proposed Change 1

- Change the minimum channel display requirement from 7 to 8 characters

- Original: Minimum character display: 7

- Proposed: Minimum character display: 8

- Justification: A concern was raised that increasing the character display could limit ability of agencies to purchase radios with fewer characters at a cheaper cost. However, increasing to 8 characters is necessary for all interoperable channels to be programmed following the standard naming convention. Two channels in the Interoperable Channels Plan require 8 characters:

  - 8AZTAC5D

  - UCALL40D

Proposed Change 2

- Add section on Multi-Band radios to the standard, including a footnote stipulating that multiband radios without 700/800 MHz frequency bands only need to be P25 capable

- Original: No standard for Multi-Band radios

- Proposed: Add Multi-Band requirements to standard

BAND	MINIMUM CHANNEL	CHANNEL DISPLAY	FREQUENCY RANGE	NARROWBAND CAPABLE	PROJECT 25
Multi-Band	48 CH OR GREATER	8 CHAR OR GREATER	Variable	REQUIRED	REQUIRED*

- Justification: A standard did not exist for Multi-Band radios. The proposed standard for Multi-Band radios mirrors the standard for 700/800 MHz radios with one exception – Multi-Band radios without 700/800 MHz frequency bands only need to be P25 capable.
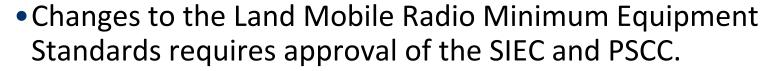
Additional Changes

- Additional changes to the document include:
  - Spelling and grammar corrections
  - Added new definitions section
  - Added new reference section
  - Changed format to comply with new standardized PSP Style Template

- Suggested changes not included:
  - Increase minimum channels standard from 48 to 128. The current standard allows for 16 interoperable channels and 32 operable channels.
    - » Increasing the minimum standard would require certain agencies to purchase more expensive radios for additional channel capacity that their agency may not need.
  - Expand the VHF Frequency Range to include federal frequencies: 136 – 144 MHz and 148-150 MHZ. The current minimum standard includes only 150 – 174 MHz.
    - » Increasing the minimum standards would require agencies who have no interaction with federal agencies to purchase radios with additional range.

- Any additional changes, additions, concerns, or comments?

Action Item

- Changes to the Land Mobile Radio Minimum Equipment Standards requires approval of the SIEC and PSCC.

  - Taking no action, or a vote rejecting the proposed changes to the Land Mobile Radio Minimum Equipment Standards, will result in the current version of the Standard remaining in effect.

  - Approving the proposed changes will result in a recommendation to the Public Safety Communications Advisory Commission (PSCC) to approve the revised standard at the November 19, 2013 PSCC Meeting.

  - If approved by the PSCC, the new standard would then go into effect.

- Suggested Motion: Recommend the PSCC approve the Land Mobile Radio Minimum Equipment Standards as presented in the Approval Draft.

Arizona Interoperable Channels Plan

- The Arizona Interoperable Channels Plan establishes requirements and/or recommendations for programming of statewide interoperable channels into subscriber units and to provide guidance on the use of the interoperable channels during day-to-day and emergency use. The Plan is intended to standardize and increase interoperable communications throughout the state in the VHF, UHF, 700 and 800 MHz bands. It is suggested that the each agency incorporate these channels into their channel plan, train their users on their use, and utilize these channels during training, exercises and events involving multiple agencies and jurisdictions to assure proficiency.

  - Link: Arizona Interoperable Channels Plan

  - Last Approved: January 11, 2012

Proposed Change 1

- Incorporate the Priority Programming Guide as an appendix in the Arizona Interoperable Channels Plan

- Recommendation: No action needed

- Justification: The Priority Programming Guide is already included in the Arizona Interoperable Channels Plan as Appendix A. While the Priority Programming Guide is posted as a stand alone file on the PSIC website as an easy reference document, it is not a separate standard.

- To avoid confusion, the document is now titled: Arizona Interoperable Channels Plan and Priority Programming Guide

Proposed Change 2

- Remove outdated footnote from Priority Programming Guide tables

- Original: National Public Safety Telecommunications Council ANSII nomenclature standard also consistent with NIFOG and NECP Goal I, II & III. Public safety professionals nationwide are adopting these naming conventions.

- Proposed: Removed Footnote

- Justification: Language was originally included to explain why a naming standard was necessary. This language is now obsolete.

Proposed Change 3

- Remove outdated footnote from Priority Programming Guide tables

- Original: Program in mixed mode receive, where possible.

- Recommendation: Footnote was inadvertently removed from the Approval Draft document and should be restored to all four Priority Programming Guide tables.

- Suggested wording: Radios capable of being programmed in analog, digital or mixed modes should use mixed mode for receive, where possible.

- Justification: Suggested wording further clarifies footnote.

Proposed Change 4

- Add a Background section to comply with new standardized PSP Style Template.

- Original: N/A

- Recommendation: The Background section of the Approval Draft document inadvertently included language from the AIRS SOP and should be replaced. See handout.

Suggested wording for Background

In 2009, the Statewide Interoperability Executive Committee (SIEC) undertook efforts to create a standard for operational and technical parameters for use of the 700 MHz public safety band. These efforts included the adoption of a Standard Channel Nomenclature and development of a prioritized list of interoperable channels. As the SIEC and their Technical and Operational Workgroup evaluated options for the creation of the Standard, the scope of work was expanded to include VHF, UHF and 800 MHz public safety bands as well. Concurrently, the National Public Safety Telecommunications Council (NPSTC) and the Association of Public-Safety Communications Officials (APCO) were establishing national standards in channel naming conventions resulting in ANSI Standard (ANS 1.194.1-2010). These channel naming conventions were incorporated into the Department of Homeland Security Office of Emergency Communications (DHS-OEC) National Interoperability Field Operations Guide (NIFOG). As these standards developed, they were also incorporated into Arizona's plan. The first Interoperable Channel Priority Program Guide was approved by the SIEC on October 19, 2010, with the Arizona Interoperable Channels Plan being approved by the SIEC on February 15, 2011.

Proposed Change 5

- Add a subsection for *Restrictions on the use of 8AZTAC5 and 8AZTAC5D* information to the 800 MHz Priority Programming Guide table

- Original: N/A

- Proposed: See *Restrictions on the use of 8AZTAC5 and 8AZTAC5D*

- Justification: The language was originally in the AIRS SOP. This language has now been moved to this document.

Additional Changes

- Additional changes to the document include:

  - Spelling and grammar corrections

  - Added new definitions section

  - Added new reference section

  - Changed format to comply with new standardized PSP Style Template

- Changes, additions, concerns, or comments?

Action Item

- Changes to the Arizona Interoperable Channels Plan and Priority Programming Guide requires approval of the SIEC and PSCC.

    - Taking no action, or a vote rejecting the proposed changes, will result in the current version remaining in effect.

    - Approving the proposed changes will result in a recommendation to the Public Safety Communications Advisory Commission (PSCC) to approve the revised Plan at the November 19, 2013 PSCC Meeting.

    - If approved by the PSCC, the new Plan would then go into effect.

- Suggested Motion: Recommend the PSCC approve the Arizona Interoperable Channels Plan and Priority Programming Guide as presented in the Approval Draft with the following additional revisions:

    - New suggested footnote (Change #3)

    - New Background section (Change #4)

AIRS State Plan –
Standard Operating Procedure (SOP)

- This Standard Operating Procedure (SOP) defines how to use the statewide interoperability system known as the Arizona Interagency Radio System (AIRS). These procedures are intended to inform monitoring, dispatch and user actions regarding the system.

  - Link: [Arizona Interagency Radio System (AIRS) State Plan - Standard Operating Procedures](#)

  - Last Approved: [January 11, 2012](#)

Proposed Change 1

- Remove NIFOG tables from AIRS SOP that are also found in the Arizona Interoperable Channels Plan and Priority Programming Guide
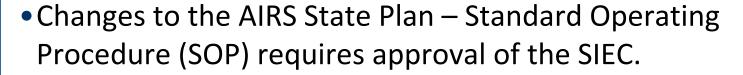
- Original: Information is duplicated in both documents

- Proposed: NIFOG tables removed from AIRS SOP

- Justification: NIFOG tables were duplicated in both the AIRS SOP as well as the Arizona Interoperable Channels Plan. The AIRS SOP now has only AIRS related information and all NIFOG related information can be found in the Interoperable Channels Plan.

Additional Changes

- Additional changes to the document include:
  - Updated the AIRS Regional Monitoring Assignments
  - Updated the AIRS Suite Location Map
  - Added new definitions section
  - Changed format to comply with new standardized PSP Style Template

- Changes, additions, concerns, or comments?

Action Item

- Changes to the AIRS State Plan – Standard Operating Procedure (SOP) requires approval of the SIEC.
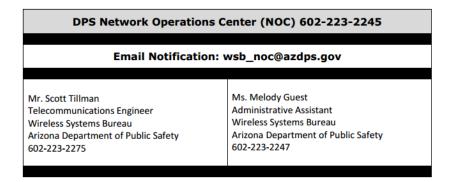
    - Taking no action, or a vote rejecting the proposed changes, will result in the current version remaining in effect.

    - Approving the proposed changes will result in the new AIRS SOP going into effect.

- Suggested Motion: Approve the AIRS State Plan – Standard Operating Procedure (SOP) as presented in the Approval Draft.
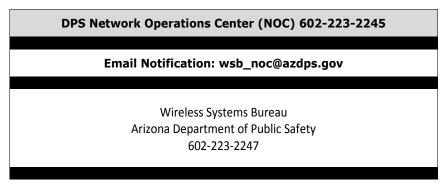
AIRS Improvement and Sustainability Plan

- The AIRS Improvement and Sustainability Plan establishes requirements for the integration of locally procured AIRS site communications infrastructure into the AIRS system in order to improve the overall coverage of AIRS in Arizona. The procedure provides guidance for initial requests for new AIRS site approvals and documents ongoing maintenance responsibilities if new sites are approved.

    - Link: <u>Arizona Interagency Radio System (AIRS) Improvement and Sustainability Plan</u>

    - Last Approved: October 9, 2012

Proposed Change 1

- Update DPS contact information

- Original:

DPS Network Operations Center (NOC) 602-223-2245
Email Notification: wsb_noc@azdps.gov
Mr. Scott Tillman Telecommunications Engineer Wireless Systems Bureau Arizona Department of Public Safety 602-223-2275	Ms. Melody Guest Administrative Assistant Wireless Systems Bureau Arizona Department of Public Safety 602-223-2247

- Proposed: Generic contact information

DPS Network Operations Center (NOC) 602-223-2245
Email Notification: wsb_noc@azdps.gov
Wireless Systems Bureau Arizona Department of Public Safety 602-223-2247

- Justification: Generic contact information will not need to be updated when personnel changes are made.

Additional Changes

- Additional changes to the document include:

  - Spelling and grammar corrections

  - Moved the definitions section from an appendix to the appropriate location in the document

  - Changed format to comply with new standardized PSP Style Template

- Changes, additions, concerns, or comments?

Action Item

- Changes to the AIRS Improvement and Sustainability Plan requires approval of the SIEC.

    - Taking no action, or a vote rejecting the proposed changes, will result in the current version remaining in effect.

    - Approving the proposed changes will result in the new Plan going into effect.

- Suggested Motion: Approve the AIRS Improvement and Sustainability Plan as presented in the Approval Draft.

Next Steps

- The approved versions of the AIRS State Plan - Standard Operating Procedures and the AIRS Improvement and Sustainability Plan will be posted to the PSIC website and emailed to interested parties.

- The SIEC recommendations for the Land Mobile Radio Minimum Equipment Standards and the Arizona Interoperable Channels Plan and Priority Programming Guide will be presented for review and possible approval at the November 19, 2013 PSCC Meeting.

- October – December Quarterly PSP Review: New PSP development if needed.
  - No additional PSPs identified at this time

Questions / Discussion

Thank You!

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